

**MORROW ELEMENTARY SCHOOL**  
**Parent Involvement Plan**  
**2017-2018**

**Mission Statement**

Morrow Elementary is dedicated to meeting the educational needs of the students in our community by providing quality instruction in a safe learning environment.

**Involvement of Parents**

*Morrow Elementary School will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].*

All parents at Morrow Elementary School are invited to join the School Advisory Committee every month to plan, review and improve the programs at Morrow Elementary School. Parents are invited monthly via parent link, school marquee, and the school newsletter. Parent involvement is a factor in increasing student achievement and parent input is needed in determining how funds and programs will be used to help increase student achievement at Morrow Elementary School.

**Coordination and Integration**

*Morrow Elementary School will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].*

| Count | Program                     | Coordination                       |
|-------|-----------------------------|------------------------------------|
| 1     | Head Start                  | Principal/Asst. Principal          |
| 2     | Title I, Part A             | Principal/Asst. Principal          |
| 3     | Title II                    | Principal/Asst. Principal          |
| 4     | Title III                   | Principal/Asst. Principal          |
| 5     | Nutrition Program           | Principal/Asst. Principal          |
| 6     | Violence Prevention Program | Principal/Asst. Principal/Guidance |
| 7     | SAI Funds                   | Principal/Asst. Principal          |
| 8     | VPK                         | Principal/Asst. Principal          |

**Annual Parent Meeting**

*Morrow Elementary School will take the following actions to conduct an annual meeting designed to inform parents of participating children about the school’s Title I program, the nature of the Title I program (school wide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents [Section 1118(c)(1)].*

| Count | Activity/Tasks                                   | Person Responsible | Timeline   | Evidence of Effectiveness                          |
|-------|--|--------------------|--|--|
| 1     | Flyers sent home to parents.                     | Title I Liaison    | 2 weeks and 1 day prior to the meeting.          | Number of parents in attendance and sign-in sheets |
| 2     | Notification via Parent Link in three languages. | ESOL Coordinator   | 1 week, 1 day prior to meeting.                  | Number of parents in attendance and sign-in sheets |
| 3     | Posted on school Marquee                         | Head Custodian     | 2 weeks, 1 week, prior to meeting.               | Number of parents in attendance and sign-in sheets |
| 4     | Notice placed in student agendas.                | Classroom Teachers | 2 weeks, 1 week, and 1 day prior to the meeting. | Number of parents in attendance and sign-in sheets |
| 5     | Monthly Newsletter                               | Faculty and Staff  | At least a month in advance                      | Number of parents in attendance and sign-in sheets |

**Flexible Parent Meetings**

*Morrow Elementary School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parental involvement [Section 1118(c)(2)].*

Parent meetings will be held at various times. Morrow Elementary School will hold meetings on different nights of the week, during the school hours and in the evenings.

***Building Capacity***

*Morrow Elementary School will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement [Section 1118(e)*

| <b>Count</b> | <b>Content/ Type of Activity</b>                      | <b>Person Responsible</b>                            | <b>Correlation to Student Achievement</b>  | <b>Timeline</b> | <b>Evidence of Effectiveness</b>                                    |
|--------------|---|--|--|-----------------|---|
| 1            | Assessments/Testing/Data                              | Title I Coordinator and Teachers                     | To help parents understand scores and to help students improve test scores   | October         | Increased student achievement and number of parents in attendance   |
| 2            | Literacy Night  | Literacy Coach                                       | To increase reading skills at home and at school   | November        | Increased student achievement and number of parents in attendance   |
| 3            | Math Night  | Math Coach   | To increase achievement and give students the opportunity to engage in real-world activities                               | January         | Increased student achievement and number of parents in attendance   |
| 4            | Florida Standards Curriculum Training and Information | Team Leader/ Teachers                                | To assist parent in understanding curriculum and how they can help their students at home to increase academic achievement | March           | Increased student achievement in an number of parents in attendance |
| 5            | Kindergarten Round-up                                 | Kindergarten Team, Assistant Principal and Principal | To recruit new students to Morrow  | March - May     | Increase in Kindergarten enrollment.                                |
| 6            | Science and Academic Expo                             | STEM Coach and Teachers                              | To increase student achievement and engage students and parents in hands-on science activities                             | April           | Increased student achievement and number of parents in attendance   |
| 7            | Mother's Day Tea and Poetry                           | 3 <sup>rd</sup> Grade Team                           | To foster parent and community engagement  | May             | Increased fluency in Poetry   |

| <b>Count</b> | <b>Content/ Type of Activity</b>   | <b>Person Responsible</b>                    | <b>Correlation to Student Achievement</b>   | <b>Timeline</b>          | <b>Evidence of Effectiveness</b>  |
|--------------|--|--|---|--------------------------|---|
| 8            | Behavior Interventions – Review of CHAMPS, School Wide Discipline Plan and Understanding Behavior; concentration techniques for students | Guidance/Support Staff                       | How effective behavior interventions can improve students’ study skill and impact achievement.    | September, March and May | Decrease disciplin referrals to administration                            |
| 9            | Curriculum Night   | Teachers, Principal, and Assistant Principal | How parent can assist in student achievement  | October                  | Increased student achievement and number of parents in attendance         |
| 10           | Annual Open House  | School Support Staff                         | To inform parents of Title I status and how Title I can help parents increase student achievement | September                | Increased student achievement in math and number of parents in attendance |
| 11           | Pre- K Parent Trainings  | Pre-K Teachers and Title 1 Parent Educator   | How parent can assist in kindergarten readiness and increase student achievement                  | Quarterly                | Increased kindergarten readiness and number of parents in attendance      |
| 12           | Quarterly Student-Led Conferences and Awards   | Teachers, Principal, and Assistant Principal | Increase student scores through increase parent engagement  | Quarterly                | Increased student achievement and # of parents in attendance              |
| 13           | End of the Year Grade Level Celebrations   | Teachers, Principal, and Assistant Principal | To celebrate and recognize student academic and social achievements                               | May and June             | Increased student achievement and number of parents in attendance         |

### Staff Training

*Morrow Elementary School will offer the following training to staff (teachers, pupil services personnel, principals, and other staff) in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118€(3)].*

| Count | Content/Type of Activity                                    | Person Responsible                          | Correlation to Student Achievement                                     | Timeline  | Evidence of Effectiveness      |
|-------|---|---|--|-----------|--------------------------------|
| 1     | How to have an effective Parent/Teacher Conference          | Team Leaders                                | To foster parent – teacher collaboration                               | September | Increased Achievement          |
| 2     | How to interpret data and information that parents receive. | Coaches, Administration, and District Staff | Increase parents' understanding of data driven instruction             | November  | Increased Student Achievement  |
| 3     | How to increase communication between school and home       | Administration and Guidance Counselor       | To foster collaboration between teachers and parents                   | October   | Increased Student Achievement  |
| 4     | Cultural Sensitivity Training                               | Administration and District Staff           | To develop cultural sensitivity and enhance collaboration with parents | Ongoing   | Increased Parental Involvement |

### Other Activities

*Morrow Elementary School will offer other activities, such as parent resource centers, the school will conduct these activities to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].*

Parental Information and Resource Center (PIRC): Parental Information and Resource Centers (PIRCs) help implement successful and effective involvement policies, programs, and activities that leads to improvements in student academic achievement and that strengthen partnerships among parents, teachers, principals, administrators, and other school personnel in meeting the educational needs of children.

- Build Partnership with area businesses
- Continue Listener Program through the Guidance Counselor
- The Title I Bus will be request for all Parent Nights
- Family Reading Night (Reading Under The Stars) to infuse reading and family time
- Technical Support for Parents
- Reading Pals through United Way

**Communication**

*Morrow Elementary School will provide parents of participating children the following [Section 1118(c)(4)]: 1118(c)(4)(A);*

- *Timely information about the Title I programs [Section 1118(c)(4)(A)];*
- *Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];*
- *If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children [Section 1118(c)(4)(C)]; and*
- *If the school-wide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].*

All materials will be provided to parents in a timely manner. Communication will be verbal and written. Verbal communication will be disseminated via flyers, newsletters, planners, school website and take home folder. In addition, the Parental Involvement Plan and School Advisory Committee minutes are available in the front office to all parents.

**Accessibility**

*Morrow Elementary School will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)]*

Translation in Haitian Creole, French, Portuguese, and Spanish are provided at all functions.

**School-Parent Compact**

As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1118(d)].

**Adoption**

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on \_\_\_\_\_ and will be in effect during the 2017-2018 school year. The school will make this plan available to all parents of participating Title I; Part A children on or before September 30, 2017.

\_\_\_\_\_  
*Signature of Principal*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Sac Chairperson*

\_\_\_\_\_  
*Date*